

**UNAPPROVED
BOARD OF PHYSICAL THERAPY
MEETING MINUTES**

The Virginia Board of Physical Therapy convened for a board meeting on Friday, February 11, 2011 at the Department of Health Professions, Perimeter Center, 9960 Mayland Drive, 2nd Floor, Board Room #2, Henrico, Virginia.

The following members were present:

George Maihafer, P.T., PhD, President
Maureen E. Lyons, P.T., Vice-President
Damien Howell, P.T.
Robert Maroon, P.T.
Sarah Schmidt, P.T.A.
J.R. Locke

The following member was absent for the meeting:

Melissa Wolff-Burke, P.T., EdD

DHP staff present for all or part of the meeting included:

Lisa R. Hahn, Executive Director
Elaine Yeatts, Senior Policy Analyst
Missy Currier, Board Operations Manager

Representative from the Office of the Attorney General present for the meeting:

Amy Marschean, Senior Assistant Attorney General

Quorum:

With 6 members present, a quorum was established.

GUESTS PRESENT

There were no guests present.

CALLED TO ORDER

Dr. Maihafer, President, called the board meeting to order at 9:40 a.m.

ORDERING OF THE AGENDA

The agenda was accepted as ordered.

ACCEPTANCE OF MINUTES

- Upon a motion by Mr. Howell and properly seconded by Mr. Locke, the Board voted to accept the minutes of the August 26, 2010 Board meeting as amended. The motion passed unanimously.
- Upon a motion by Mr. Howell and properly seconded by Ms. Lyons, the board voted to accept the minutes of the March 23, 2010 Special Conference Committee Minutes. The motion passed unanimously.
- Upon a motion by Mr. Howell and properly seconded by Ms. Lyons, the Board voted to accept the minutes of the August 27, 2010 Formal Conference. The motion passed unanimously.
- Upon a motion by Mr. Howell and properly seconded by Ms. Lyons, the Board voted to accept the minutes of the August 27, 2010 Informal Conference. The motion passed unanimously.

PUBLIC COMMENT

There was no public comment.

EXECUTIVE DIRECTOR'S REPORT - Lisa R. Hahn

FY11 Budget

Ms. Hahn reported that the cash balance as of June 30, 2010 was \$335,865; the revenue as of December 31, 2010 was \$641,620; direct and allocated expenditures were \$227,510; the ending cash balance as of December 31, 2010 was \$749,975.

Discipline Statistics

Ms. Hahn reported there are currently 11 open cases; 5 cases in Investigations; and 6 cases at the probable cause level.

Virginia Performs

Ms. Hahn reported the clearance rate for the Quarter ending September 30, 2010 was 200%; which means that we closed twice as many cases as we received. The age of our pending case load over 250 days is at 33% which increased 20% from a year ago. The time to disposition is at 100% of cases closed within 250 days. The licensing standard of less than 30 days for issuance has been met 100% of the time. The customer satisfaction rating achieved was 94.2%.

Probable Cause Review Sheet

Ms. Hahn provided the members with a copy of the new probable cause review sheet that she revised in an effort to streamline the process. Ms. Hahn stated that the revised form includes

more detailed information including previous case history, priority level of the case, investigative hours already spent on case, and key questions for board members to ask themselves while reviewing the case.

Ms. Lyons commented that she liked the new format and thinks it will be more helpful when reviewing cases.

Licensee Statistics

Ms. Hahn referred to the licensure count report included in the agenda packages and pointed out that the number of licensees fluctuate each year (increase and decrease) but no trend could be identified looking at the past five years.

Other Notes

Ms. Hahn shared the most recent CBT Comment Summary and Candidate Satisfaction Survey Report and noted that Virginia continued to score higher than the national average with our licensing process. Ms. Hahn indicated that she had placed a call to discuss some negative comments received about site conditions. Ms. Hahn stated that she would follow up and stress the importance of providing an environment conducive to examination testing.

New Board members Robert Maroon and Sarah Schmidt responded with positive feedback from their experience while attending the DHP's fall New Board Member Orientation. Ms. Hahn shared that she presented two of the sessions; Probable Cause Review and Top Ways to Become an Effective Board Member.

Online Renewals

Ms. Hahn was pleased to announce that "going green" this year for the board's renewal process was very successful. She stated that out of the 6172 emails sent, 52% of PT's, 38% of PTA's and 54% of Direct Access renewed online without the need to mail out paper forms. Overall, the PT board received the highest percentage of responsiveness for renewing online and had an approximate savings in postage of \$1,960.00.

Other Board Business

Ms. Hahn updated the board regarding last years FSBPT security breach and shared that they are now accepting foreign trained students for the NPTE-i exam twice per year. May 25th is the first test date with 2100 students already registered for the exam. The second exam is scheduled for December 5, 2011. Ms. Hahn also noted that NPTE authorizations to test letters are back to a daily basis rather than weekly.

FSBPT Conference

Ms. Hahn shared that she attended the October 2010 FSBPT Conference in Denver, Colorado and gave two presentations; one session was on Sanction Reference Guidelines and the other was on Virginia's Re-entry Requirements.

Board Meeting Calendar

The next full board meetings are scheduled for May 13th, August 19th, and November 18, 2011.

Public Hearing

Ms. Hahn thanked Damien Howell for agreeing to Chair the Public Meeting being held at the Department of Health Professions on March 8th at 10:00 a.m. The meeting is regarding the proposed regulations on traineeship changes and continuing education. Ms. Hahn stated that it is not a requirement for the full board to attend and that all comments would be reviewed during the May board meeting.

Conclusion

Ms. Hahn shared that she had plaques made for both Peggy Belmont and Lorraine Quinn in appreciation for their past hard work, dedication, and service to the board. Ms. Hahn invited both members to join for lunch and although Ms. Belmont was unable to attend, she was delighted to share that Ms. Quinn would be attending.

Ms. Hahn concluded her report by stating she thought the PT's and PTA's were delighted to receive a fee decrease during this year's renewal.

NEW BUSINESS

Legislative & Regulatory Reports – Elaine Yeatts

Ms. Yeatts gave a brief overview of the following 2011 General Assembly Bills and indicated that none were related directly to Physical Therapy; **HB 1459, HB 1535, HB 1862, HB 1968, HB 2216, HB 2487, SB 1029, SB 1147, SB 1151, SB 1463.**

Ms. Yeatts reviewed the proposed regulations currently in Public Comment from January 14, 2011 through April 15, 2011 and stated that a Public Hearing was scheduled for March 8, 2011 at 10:00 a.m. The proposed regulations will be included as an addendum to the minutes.

BREAK

The Board took a recess at 10:35 a.m. and reconvened at 10:55 a.m.

Board of Health Profession Report – Damien Howell, President

Dr. Maihafer congratulated Mr. Howell on his election as President on the Board of Health Professions. Mr. Howell shared his appreciation and mentioned that his tenures for both the Board of Physical Therapy and the Board of Health Professions will end June 30, 2011 and encouraged other members to consider a position on the Board of Health Professions.

Mr. Howell reported that the board continues to study emerging health professions and was now getting into the study of whether Phlebotomists and Genetic Counselors should be regulated. Additionally, he reported that the board is continuing to study and evaluate Sanction Reference Programs.

In response to Mr. Howell's mention of BOHP's studies, Ms. Hahn spoke positively about the BOHP accomplishments but explained that the costs of doing business and completing studies gets charged back to the boards and those boards who may be operating in the "red", can't necessarily afford the additional costs.

Foreign Internships

Ms Hahn asked for the board members expertise regarding what instrument we should be using to evaluate the foreign educated trainee. Ms. Hahn shared an older version that the board used when the Physical Therapy was under the direction of the Board of Medicine. Following discussion, it was decided that Ms. Hahn and her staff, with the assistance of Ms. Wolff-Burke, would work on amending and updating the evaluation form and bring a draft to the May meeting for review. It was also suggested by Ms. Lyons that we query other states through the FSBPT website.

Fall FSBPT Conference

Dr. Maihafer was pleased to share that he and Ms. Hahn gave a joint presentation on Sanction Reference Guidelines which received the highest satisfaction rating from the entire conference. Ms. Lyons commented that due to the positive feedback received from conference presentation, she was asked to present on Virginia's Sanction Reference at the Ethics and Legislative Committee meeting in March.

Dr. Maihafer also announced that Margaret Donohue, PT from New Hampshire was elected as the new President on the FSBPT Board of Directors.

Fall CAC Conference

J. R. Locke thanked Ms. Hahn and the board for allowing him to attend the November 2010 Citizen Advocacy Center (CAC) conference in Washington, DC. He was pleased to learn that Virginia stands out front on many issues including the public need for more diversity serving on boards, and for standing strong as a regulatory state.

Election of Officer

Upon a motion by Mr. Howell and properly seconded by Mr. Locke, the board nominated Maureen Lyons as Vice-President. The motion passed unanimously.

ADJOURNMENT

With all business concluded the meeting was adjourned at 11:35 a.m.

George Maihafer, PT, Ph.D., Chair

Lisa R. Hahn, MPA, Executive Director

Date

Date